

Position Requirements Document Cover Sheet**Position Number: 13031**

Classification: Interdisciplinary, NH-****-IV **Opt (1):** Lead General Engineer, 0801; CL: 428A
Local Title: **Opt (2):** Lead Computer Engineer, 0854; CL: 428B
Employing Office Location: Orlando, Florida **Opt (3):** Lead Electronics Engineer, 0855; CL: 428C
Duty Station: U.S. Joint Forces Command/JFCOM), Opt (4): Lead Computer Scientist, 1550; CL: 428D
Suffolk, VA
Org Info: Agency: Assistant Secretary of the Army (Acquisition, Logistics and Technology) ASA(ALT)
1st Div: Program Executive Office, Simulation, Training and Instrumentation (PEO STRI)
2nd Div: Project Support Group
3rd Div: Engineering Directorate
4th Div:

Supervisor's Certification: I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

Immediate Supervisor: Edwin A. Trier

Title: Director, Research and Engineering

Signature: _____ **//s//** **Date:** 11/03/03

Higher Supervisor or Manager: _____

Title: _____

Signature: _____ **Date:** _____

Classification/Job Grading Certification: I certify that this position has been classified IAW Acquisition Workforce Personnel Demonstration Project broadbanding criteria.

Classification Official: Edwin A. Trier

Title: Director, Research and Engineering

Signature: _____ **//s//** **Date:** 11/03/03

FLSA:	Exempt	BUS Code: 7777	CL: see above
Drug Test:	No	Emergency Ess:	
Key Position:		OPM Functions Code: 13	
Sensitivity:	NCS	Status:	Competitive
Reason for Submission:	Acq Demo Conversion	Subject to IA:	Yes
Previous PD Number:		Mobilization:	
Envir. Diff:		Career Prg ID: 16	
Acq Posn Category:	S	CAPL Number:	
Acq Career Level:	3	Acq Posn Type: 1	
Acq Special Asgmt:		Acq Prog Ind:	
Career Spec – Primary:		Career Spec – Sec:	
Cont Job Site:		Mobility:	
Financial Disclosure:	<input type="checkbox"/> Public Financial	<input checked="" type="checkbox"/> Confidential Financial	
	<input type="checkbox"/> Supervisor <input type="checkbox"/> Manager	<input checked="" type="checkbox"/> Neither	
Citation 1: USOPM PCS for Computer Engineering Series, GS-0854 TS-83 January 1988			
Citation 2: USOPM PCS for Electronics Engineering Series, GS-0855TS-3 February 1971			
Citation 3: USOPM PCS for Computer Science Series, GS-1550 TS-83 January 1988			
Citation 4: USOPM Handbook of Occupational Groups and Families August 2002, GS-0801 Series Definition			
Citation 5: AWF, PDP, BLD, Federal Register, Volume 64, Jan 99			

Acquisition Workforce Demo Project Position Requirements Document

I. Organization information:

Position is located in the Engineering Directorate, Project Support Group, Program Executive Office, Simulation, Training and Instrumentation (PEO STRI). Duty station is the U.S. Joint Forces Command, Suffolk, VA.

II. Position information:

Interdisciplinary, NH-****-IV

Opt: Lead General Engineer, 0801

Opt: Lead Computer Engineer, 0854

Opt: Lead Electronics Engineer, 0855

Opt: Lead Computer Scientist, 1550

III. Duties:

The incumbent serves as a Senior Technical Advisor on the Commander's staff at the Joint Warfighting Center located in Suffolk, VA under the program sponsorship of the DMSO Director. The Senior Technical Advisor assists and advises the host command in the identification of solutions to technical and programmatic issues that have a critical impact on transformation, experimentation, joint training, interoperability, and force provision and serves as the primary interface between the command and the DMSO in implementing solutions

1. Plans, organizes and directs complex development programs in the assigned area of simulation, training, and/or instrumentation. Develops and oversees the implementation of long range technical development plans in the assigned area in support of future modeling and simulation, and/or instrumentation programs. Supports the Director's objective to maintain continuous surveillance of engineering technology, trends and standards with regard to modeling and simulation efforts to ensure the PEO is positioned competitively in a market where investment funding is carefully scrutinized. Coordinates with Army and Department of Defense (DOD) organizations on the assigned programs/initiatives, and makes recommendations to the Director, Deputy Directors and Chief Scientist on technology initiatives that PEO STRI should address.

2. Serves as the Chief Engineer.Plans and coordinates the efforts of a team of simulation architecture and experimentation specialists. Provides technical direction and leadership including setting goals and objectives, planning for professional development, and allocating resources for project execution.

3. Serves as subject matter expert in one or more of a variety of specialty areas including SMART development, simulation tools & technologies, information management & data collection, databases, analysis and After-Action-Review (AAR) systems. Makes final decisions on controversial technical issues and problems cutting across organizational lines. Maintains high-level contact with key military and private industry officials for the purposes of continuous improvement to development capabilities. Represents JFCOM at project-related meetings and conferences with representatives of DA and DOD organizations, academia and private industry.

4. Supports Project Managers during concept formulation, development, production, fielding and post deployment phases of the acquisition life cycle. Responsible to the Project/Product Managers for technical oversight and direction for the development, representation and interoperability of products for any assigned live, virtual or constructive acquisition projects. Coordinates with Program Managers/Project Directors and matrix organization to ensure that technical issues have been appropriately considered in the acquisition plans for projects assigned. Provides the link between the technology investments and potential future needs of acquisition programs. Responsible for facilitating technology transition from the technology programs into appropriate acquisition business areas. Mentors junior engineers and looks for re-use opportunities.

Team Leader Responsibilities

Distributes and balances work based upon priority, skill requirements, and level of difficulty. Discusses work in process, answering questions from team members concerning procedures, directives, policy, etc., as well as technical subject matter related questions. Incumbent periodically meets with supervisor to discuss and/or provide specific recommendations related to team members performance appraisal, disciplinary actions, incentive awards, specific training needs, personnel assignments, and TDY travel.

stimulate the development of new policies, methodologies, and techniques. Converts strategic goals into programs or policies.

Factor: 2. - Teamwork/Cooperation Level IV.

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions exhibit and foster cooperation and teamwork. Flexibility, adaptability, and decisiveness are exercised appropriately.

Leads/guides/mentors workforce in dealing with complex problems. Solves broad organizational issues. Implements strategic plans within and across organizational components. Ensures a cooperative teamwork environment. Leads/guides workforce in achieving organizational goals. Participates on high-level teams. Is sought out for consultation.

Factor: 3. - Customer Relations Level IV.

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions enhance customer relations and actively promote rapport with customers. Flexibility, adaptability, and decisiveness are exercised appropriately. Leads and manages the organizational interactions with customers from a strategic standpoint. Works to assess and promulgate political, fiscal, and other factors affecting customer and program/project needs. Works with customer at management levels to resolve problems affecting program/projects (e.g., problems that involve determining priorities and resolving conflicts among customers' requirements). Works at senior level to stimulate customer alliances for program/project support. Stimulates, organizes, and leads overall customer interactions.

Factor: 4. - Leadership/Supervision Level IV.

Work is timely, efficient, and of acceptable quality. Leadership and/or supervision effectively promotes commitment to mission accomplishment. Flexibility, adaptability, and decisiveness are exercised appropriately.

Establishes and/or leads teams to carry out complex projects or programs. Resolves conflicts. Creates climate where empowerment and creativity thrive. Recognized as a

technical/functional authority on specific issues. Leads, defines, manages, and integrates efforts of several groups or teams. Ensures organizational mission and program success. Fosters the development of other team members by providing guidance or sharing expertise. Directs assignments to encourage employee development and cross-functional growth to meet organizational needs. Pursues personal professional development.

Factor: 5. - Communication Level IV.

Work is timely, efficient, and of acceptable quality. Communications are clear, concise, and at appropriate level. Flexibility, adaptability, and decisiveness are exercised appropriately.

Determines and communicates organizational positions on major projects or policies to senior level. Prepares, reviews, and approves major reports or policies of organization for internal and external distribution. Resolves diverse viewpoints/controversial issues. Presents organizational briefings to convey strategic vision or organizational policies.

Factor: 6. - Resource Management Level IV.

Work is timely, efficient, and of acceptable quality. Resources are utilized effectively to accomplish mission. Flexibility, adaptability, and decisiveness are exercised appropriately.

Develops, acquires, and allocates resources to accomplish multiple project/program goals. Formulates organizational strategies, tactics, and budget/action plan to acquire and allocate resources. Optimizes, controls, and manages all across projects/programs. Develops and integrates innovative approaches to attain goals and minimize expenditures.

Incumbent must be able to obtain and maintain a Secret security clearance.

May be required to travel within the U.S./overseas by commercial aircraft.

KNOWLEDGE, SKILLS, AND ABILITIES (KSAS) FOR QUALIFICATION PURPOSES.

Expertise in all areas associated with the development and integration of state-of-the-art engineering concepts within modeling and simulation and training systems. These include SMART development, simulation experiment tools & technologies, information management & data collection, databases, configuration management, databases, exercise setup, analysis and After-Action-Review (AAR) systems.

Expertise in a specific specialized area of technology and development such as:

- Embedded Simulation
- Semi-Automated Forces
- Visual Systems
- Terrain Data Bases
- Test and Training Instrumentation Systems
- Constructive Simulation Systems
- Virtual Simulation Systems

Etc.

Broad expertise in software acquisition management, software development methodologies and software engineering processes

Experience applying Department of Defense (DOD) materiel acquisition processes to support the acquisition of simulations, simulators, training and instrumentation systems

Expertise in applying current and evolving engineering technologies

Ability to perform market surveys, risk analysis, trade-off studies, cost estimates and reliability, availability, maintainability (RAM) analysis

Ability to provide technical advice on the conceptual design of simulations, simulators, training and instrumentation systems required to support complex military equipment or systems

Skill in Systems Engineering

Ability to lead a team of multi-talented engineers to successful completion of a project supporting research and

development, acquisition, fielding and lifecycle management initiatives

Skill in coordinating efforts of industry and multiple Army commands in fielding products that meet the needs of all customers

Ability to effectively communicate, both orally and in writing, to a wide range of audiences

Ability to interact well with customers within and outside PEO STRI, management and team members

Knowledge of policies, programs, organizations, functions, resources, and legislation affecting the program(s) and the organizations studied or served, and related customers, functions, resources, and users

Ability to plan and execute complex, multi-faceted projects within established financial and time constraints

Knowledge of current modeling and simulation principles, techniques, processes, regulations, and policies

Knowledge of acquisition, development, fielding and life cycle support of simulations, simulators, training and instrumentation systems